POLICY AND CURRICULUM SUBCOMMITTEE MEETING

Monday, May 2, 2016

Oliver Administration Building

PRESENT

Subcommittee: Erin Schofield, Chair; John Saviano and Lynn Wainwright

School Committee, Administration & Guests: John Bento (arrived at 7:26 p.m.) William O'Dell, Mario Andrade, Superintendent; (left at 7:03 p.m.) Diane Sanna, Assistant Superintendent; Thomas Driscoll, Director of Educational Technology (left at 7:10 p.m.); Rosemary Muller, Director of Technology (left at 7:10 p.m.); Flavia Schofield

Meeting called to order by Erin S. at 6:09 p.m.

APPROVAL OF MINUTES

MOTION: John S. motioned to approve the minutes of the March 7, 2016 meeting; Lynn W. seconded.

The motion passed unanimously.

1:1 DEVICE INITIATIVE

Erin S. thanked Tom Driscoll, Director of Educational Technology and Rosemary Muller, Director of Technology for being present at tonight's meeting.

Erin S. stated that the purpose of tonight's meeting is for beginning a conversation regarding the 1:1 Device Initiative and the distribution of Chromebooks to every student going into the sixth grade.

John S. began the discussion stating that he received feedback from several families who raised concerns in regards to a policy designed specifically for Chromebook use questioning what would happen if the District were to issue a different device in the future.

Erin S. asked about the lifecycle of a Chromebook. Rosemary M. responded that a Chromebook typically has a four year lifecycle. Rosemary M. expanded upon the advantages of a Chromebook over other similar devices.

Bill O. commented that policies should be as generic as possible. He strongly counseled the Policy & Curriculum Subcommittee to refrain from using "Chromebook" within the Policy, but refer to the device in generic terms.

A short discussion ensued.

Mario A. stated that a student device policy should be in place by August when the students will be required to pick up their Chromebooks.

{Mario A. left @ 7:03 p.m.}

Safeguards and protocols for student responsibility, damage, and repairs were discussed.

Bill O. suggested that the School Committee Policy on Student Devices be generic, but that the Administrators could have a Handbook policy that is very specific to govern the use of those student devices.

Diane S. suggested creating a separate Student Information Technology Equipment Policy modeled after the Information Technology Equipment Policy for BWRSD staff.

A concern was raised regarding the safeguard and removal of information from devices that are turned in.

A discussion ensued.

A consensus was reached to add the following statement to the Information Technology Equipment Policy draft:

"The IT Department is responsible for reimaging devices upon return. The IT Department will destroy such data prior to recycling."

A consensus was reached for having two Information Technology

Equipment Policies; one for the staff and one for the students.

Bill O. raised a concern regarding Google collecting data.

Tom D. responded that the State has done incredible work to safeguard student's educational accounts. The only apps enabled for use by students in the BWRSD are apps that have signed a Student Privacy Pledge. These apps do not sell information to Third Party sites and students will not be subjected to advertisements.

Rosemary M. added that the District owns the student data and will be very diligent to protect that data.

A discussion ensued.

MOTION: John S. made a motion to move the Information Technology Equipment Policy draft (for staff) to include the additions discussed this evening to the full School Committee for a first reading; seconded by Lynn W.

The motion passed unanimously.

{Tom Driscoll left @ 7:10 p.m.}
{Rosemary Muller left @ 7:10 p.m.}

SCHOOL BUS TRANSPORTATION ELIGIBILITY

Erin S. stated that a transportation opt-out initiative is being recommended to potentially allow the District to reduce the number of busses in service which will ultimately save the District money. Erin S. emphasized that no student would be denied bus access at any time as long as they are within bussing distance.

Diane S. reviewed another District's opt-out letter and form commenting that she felt the letter utilized a good approach, and had a nice tone. Diane S. added that she liked the fact that the decision to opt-out was not binding. Subcommittee members agreed.

Diane S. commented that currently no other Districts in the State have done a transportation opt-out program.

A discussion ensued on the best way to disseminate the transportation opt-out form to the students and families.

Diane S. emphasized that a lot of campaigning will need to happen this year to alert students and families regarding the transportation opt-out initiative.

Diane S. stated that the opt-out forms would need to be completed by August 1st to allow time to address any bus routing changes.

Diane S. stated that she does not see any policy implications, but wanted the Subcommittee's input on the transportation opt-out

initiative.

A consensus was reached to make appropriate adjustments to the opt-out letter and form reviewed this evening to make it BWRSD specific and forward to the full School Committee for their approval.

MOTION: Lynn W. made a motion to utilize the framework provided in the sample transportation opt-out letter and form reviewed this evening to craft a BWRSD document and forward to the full School Committee for their approval; seconded by John S.

The motion passed unanimously.

{John B. arrived @ 7:26 p.m.}

AGENDA-MEETING FORMAT POLICY(BDDB)
Subcommittee members reviewed the revisions made by the secretary to align the Agenda-Meeting Format Policy with the currently used agenda format.

A question was raised regarding the Agenda heading which includes "Correspondence".

A discussion ensued.

Erin S. will research the origin of using "Correspondence" as part of

an agenda heading and whether this is required by Parliamentary Procedure.

AGENDA-PREPARATION & DISSEMINATION (BDDC)

Erin S. raised a concern that parents are at a disadvantage in deciphering policy regarding submitting agenda item requests. She is looking for more clarity to that end.

John B. shared the current agenda item request procedure. He believes some agenda item requests would need to follow a "chain of command" starting at the Subcommittee level.

A discussion ensued.

Diane S. cited Tiverton's policy on addressing the board regarding agenda item requests.

Erin S. stated she would like to review Tiverton's Policy on addressing the board regarding agenda item requests to incorporate into the BWRSD Agenda-Preparation & Dissemination Policy (BDDC)

A discussion ensued.

EXECUTIVE SESSIONS POLICY (BDC)

Erin S. stated that the Executive Sessions discussion will be postponed to the next meeting.

ADJOURNMENT

MOTION: John S. made a motion to adjourn the meeting at 8:05 p.m.; seconded by Lynn W.

The motion passed unanimously.

/kd